



**Wednesday, December 6, 2023**  
**West Side Education Authority Regular Meeting**

**Cupertino Union School District Board Room**  
**1309 S. Mary Ave., Suite 150, Sunnyvale CA 94087**  
**1.30 PM**

**Fremont Union High School District (FUHSD) is designated as the initial Lead District of the West Side Education Authority**

## **1. CALL TO ORDER**

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|                |                                                             |
|----------------|-------------------------------------------------------------|
| <b>Subject</b> | <b>1.1 Roll Call</b>                                        |
| Meeting        | Dec 6, 2023 - West Side Education Authority Regular Meeting |
| Category       | 1. CALL TO ORDER                                            |
| Access         | Public                                                      |
| Type           | Procedural                                                  |

### **Background**

Staff will conduct Roll Call to establish quorum.

## **2. OPENING ITEMS**

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|--------------------|-------------------------------------------------------------|
| <b>Subject</b>     | <b>2.1 Approval of Meeting Agenda</b>                       |
| Meeting            | Dec 6, 2023 - West Side Education Authority Regular Meeting |
| Category           | 2. OPENING ITEMS                                            |
| Access             | Public                                                      |
| Type               | Action, Procedural                                          |
| Preferred Date     | Dec 06, 2023                                                |
| Absolute Date      | Dec 06, 2023                                                |
| Fiscal Impact      | No                                                          |
| Recommended Action | Approve the December 6, 2023 meeting agenda.                |

### **Motion & Voting**

Approve the December 6, 2023 meeting agenda.  
 Change Item 5.3 to 5.1

Motion by Graham Clark, second by Jeremy Nishihara.

Final Resolution: Motion Carries

Yes: Chris Jew, Mike Ghelber, Christine Mallery, Graham Clark, Jeremy Nishihara

|                    |                                                                                               |
|--------------------|-----------------------------------------------------------------------------------------------|
| <b>Subject</b>     | <b>2.2 Approval of the September 13, 2023 Meeting Minutes</b>                                 |
| Meeting            | Dec 6, 2023 - West Side Education Authority Regular Meeting                                   |
| Category           | 2. OPENING ITEMS                                                                              |
| Access             | Public                                                                                        |
| Type               | Action, Minutes Approval, Procedural                                                          |
| Preferred Date     | Dec 06, 2023                                                                                  |
| Absolute Date      | Dec 06, 2023                                                                                  |
| Fiscal Impact      | No                                                                                            |
| Budget Source      | Approve the September 13, 2023 meeting minutes                                                |
| Recommended Action | Approve the September 13, 2023 meeting minutes                                                |
| Minutes            | <a href="#">View Minutes</a> for Sep 13, 2023 - West Side Education Authority Regular Meeting |

Staff submits for Committee approval the September 13, 2023 meeting minutes which have been reviewed by CUSD CBO Chris Jew.

File Attachments

[BoardDocs® Plus WSEA Meeting Minutes 9.13.2023.pdf \(76 KB\)](#)

Motion & Voting

Approve the September 13, 2023 meeting minutes

Add correction- maintain a reserve in excess of that 3%. Christine will get clarification. One modification  
Minutes amended as noted

Graham

Mike

Motion by Graham Clark, second by Mike Ghelber.

Final Resolution: Motion Carries

Yes: Chris Jew, Mike Ghelber, Christine Mallery, Graham Clark, Jeremy Nishihara

### 3. PUBLIC COMMENT

|                |                                                             |
|----------------|-------------------------------------------------------------|
| <b>Subject</b> | <b>3.1 Public Comments On Item(s) on the Agenda</b>         |
| Meeting        | Dec 6, 2023 - West Side Education Authority Regular Meeting |
| Category       | 3. PUBLIC COMMENT                                           |
| Access         | Public                                                      |
| Type           | Procedural                                                  |

**Background**

Pursuant to Government Code 54954.3 and Education Code 35145.5, this is a standing agenda item for the Committee to receive public comment on matters that are listed on the agenda but are under the Committee's jurisdiction. For items that are NOT listed on the agenda, members of the public may address the Committee during the Committee's deliberation of the item.

Public comments are limited to three (3) minutes per person unless there are too many people requesting to speak, in which case the Committee Chairperson may limit comments to less than three (3) minutes per person. The Committee will also limit public comments on items that are not on the agenda to 20 minutes during this segment of the agenda. If the Committee is not able to hear all comments on non-agendized items during these 20 minutes, Public Comment will resume after all agenda items have been considered.

In order to address the Committee during a meeting, members of the public requesting to speak should submit a comment card prior to the start of the agenda item. Forms submitted after the agenda item has been called will be sent to the Committee post-meeting. Members of the public may also email the Committee.

When the Committee is ready to hear public comments, the Committee Chairperson/Staff will first recognize the speaker by name and then invite the speaker to address the Committee. The speaker must be present, in person, at the meeting to make the comment; otherwise, the Committee will receive the comment post-meeting.

## 4. INFORMATION/DISCUSSION

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|                |                                                             |
|----------------|-------------------------------------------------------------|
| <b>Subject</b> | <b>4.1 Member District Reports</b>                          |
| Meeting        | Dec 6, 2023 - West Side Education Authority Regular Meeting |
| Category       | 4. INFORMATION/DISCUSSION                                   |
| Access         | Public                                                      |
| Type           | Discussion, Information, Presentation                       |

### Background

Opportunity for representatives of the member districts to introduce their district and advice on district goals related to West Side Education Authority business. Members can also share related upcoming events/activities.

- Introducing Mike Ghelber, Associate Superintendent, Human Resources as the new member representing Cupertino Union School District

## 5. ACTION

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|                    |                                                                        |
|--------------------|------------------------------------------------------------------------|
| <b>Subject</b>     | <b>5.1 Approval of Warrants and Purchase Orders</b>                    |
| Meeting            | Dec 6, 2023 - West Side Education Authority Regular Meeting            |
| Category           | 5. ACTION                                                              |
| Access             | Public                                                                 |
| Type               | Action                                                                 |
| Preferred Date     | Dec 06, 2023                                                           |
| Absolute Date      | Dec 06, 2023                                                           |
| Fiscal Impact      | Yes                                                                    |
| Budgeted           | Yes                                                                    |
| Recommended Action | Approve Warrants and Purchase Orders for period 07/1/2023 - 11/29/2023 |

### Background

Staff presents warrants and purchase orders for approval.

## File Attachments

[Warrant Register 12-6-23 \(1\).pdf \(3 KB\)](#)
[PO Board Report 12-6-23 \(1\) \(1\).pdf \(3 KB\)](#)

## Motion &amp; Voting

Approve Warrants and Purchase Orders for period 07/1/2023 - 11/29/2023

Motion by Graham Clark, second by Mike Ghelber.

Final Resolution: Motion Carries

Yes: Chris Jew, Mike Ghelber, Christine Mallery, Graham Clark, Jeremy Nishihara

**Subject 5.2 Approval of 2023-2024 First Interim Budget Report**

Meeting Dec 6, 2023 - West Side Education Authority Regular Meeting

Category 5. ACTION

Access Public

Type Action

Preferred Date Dec 06, 2023

Absolute Date Dec 06, 2023

Fiscal Impact Yes

Budgeted Yes

Recommended Action Approve the 2023-2024 First Interim Budget Report

Staff submits the WSEA 2023-2024 First Interim Budget for approval.

## File Attachments

[WSEA 1st Interim Budget Report 23-24 \(1\).pdf \(1,203 KB\)](#)
[WSEA 1st Interim Certification Unsigned \(1\).pdf \(155 KB\)](#)
**Subject 5.3 2022-2023 Audit Report**

Meeting Dec 6, 2023 - West Side Education Authority Regular Meeting

Category 5. ACTION

Access Public

Type Action

Preferred Date Dec 06, 2023

Absolute Date Dec 06, 2023

Fiscal Impact Yes

|                    |                                         |
|--------------------|-----------------------------------------|
| Budgeted           | Yes                                     |
| Recommended Action | Approve the WSEA 2022-2023 Audit Report |

Staff presents the 2022-2023 Audit Report for viewing during the meeting.

File Attachments  
[WSEA JPA-MYP.pdf \(106 KB\)](#)

#### Motion & Voting

Approve the WSEA 2022-2023 Audit Report

Motion by Jeremy Nishihara, second by Graham Clark.

Final Resolution: Motion Carries

Yes: Chris Jew, Mike Ghelber, Christine Mallery, Graham Clark, Jeremy Nishihara

## 6. PUBLIC COMMENT

|                |                                                             |
|----------------|-------------------------------------------------------------|
| <b>Subject</b> | <b>6.1 Public Comments On Non-Agenda Item(s)</b>            |
| Meeting        | Dec 6, 2023 - West Side Education Authority Regular Meeting |
| Category       | 6. PUBLIC COMMENT                                           |
| Access         | Public                                                      |
| Type           | Procedural                                                  |

#### Background

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## 7. FUTURE AGENDA

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|----------------|-------------------------------------------------------------|
| <b>Subject</b> | <b>7.1 Agenda Items for Upcoming Meetings</b>               |
| Meeting        | Dec 6, 2023 - West Side Education Authority Regular Meeting |
| Category       | 7. FUTURE AGENDA                                            |
| Access         | Public                                                      |

Type Discussion, Information, Procedural

**Background**

This is a standing item for the Board to suggest or request specific agenda items for future meetings. The upcoming meetings schedule is also shared here.

Upcoming Meetings - Wednesday 1.30 - 2.30 pm:

- Mar 6, 2024, CUSD Board Room
- #1 - Jun 12, 2024, CUSD ECR
- #2 - Jun 21, 2024, CUSD Board Room

**8. ADJOURNMENT**

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